

#### **Contact Us:**

www.claycountymn.gov

Assessor

(218) 299-5017

Auditor-Treasurer

(218) 299-5006 (Aud.)

(218) 299-5011 (Treas.)

**GIS** 

(218) 299-5003

**Planning** 

(218) 299-5005

Recorder

(218) 299-5031

Septic Inspection

(218) 299-5004

807 IIth Street North

**PO Box 280** 

Moorhead, MN 56560

# Clay County Land Records

## August 2020

## COVID-19 Update

County Offices open by appointment

Clay County offices are open by appointment. Please call the county office directly to schedule an appointment.

#### **Recording Cut-off Times**

All paper and electronic documents received by the Recorder's Office by 3:00 p.m. will be recorded the same day in most circumstances. Documents received after 3:00 will not be guaranteed to be recorded the same day.

#### Clay County Zoning

Clay County zoning information is now available in story map form. Follow this <u>link</u> to learn more about the zoning districts of unincorporated Clay County and standards for development.

## **On-Site Septic Systems**

Clay County Environmental Health inspects rural and urban septic system.

All new septic systems require a design, a permit and an inspection prior to backfilling. All existing septic systems must be certified by the county prior to a transfer of ownership. It is the responsibility of the seller to arrange for an inspection. If it determined that updates are needed, the costs associated with those updates are negotiated between the two parties. For more information, visit our website: <a href="https://claycountymn.gov/316/Onsite-Septic-Systems">https://claycountymn.gov/316/Onsite-Septic-Systems</a>

#### City of Moorhead

www.ci.moorhead.mn.us www.moorheadproperty.org

City Assessor

(218) 299-5258

City GIS

(218) 299-5125

City Planning

(218) 299-5370

City Special Assessments

**General Inquires** 

(218) 299-5427

**Payments** 

(218) 299-5320

#### Important Dates:

October 15, 2020

2<sup>nd</sup> Half Non-Ag Property Taxes Due

November 15, 2020

2<sup>nd</sup> Half Ag Property Taxes Due

December 15, 2020

Homestead, Special Ag, Veterans with a Disability Applications Due

#### Important Links:

e-CRV

https://www.revenue.state.mn.us/elec tronic-certificate-real-estate-valueecrv

#### Well Certificates

https://www.health.state.mn.us/co mmunities/environment/water/wells /online.html

# E-Record Submission Tips for Clay County

Call the Recorder's Office if you have questions regarding e-recording

- Torrens documents are not accepted electronically at this time
- When e-recording a mortgage and assignment as one set/package of documents the County will automatically insert mortgage recording information on the assignment. We will insert recording info on a Request for Notice, if it follows the mortgage in the same package and has a clear area that it should be added. We do NOT automatically insert associated doc information for any other doc type.
- When doc type is not in list, please submit as a notice. The doc type will be updated when it gets into our recording software.
- Scan documents in black and white, not color.
- Darken all raised seals with a pencil
- Please call the Recorder's Office if you have any questions

#### **E-Recording Vendors**

Clay County Accepts e-recording from Four Trusted Submitters

EPN 888-325-3365.
INDECOMM GLOBAL SERVICES 877-272-5250.
CORPORATION SERVICE COMPANY (CSC) 866-652-0111
SIMPLIFILE 800-460-5657

# Record Availability on Laredo/Tapestry

- Grantor/Grantee index starting 01/01/1987 (Torrens Complete)
- Images of documents starting 07/16/1970 (Torrens Complete)
- Improved tract index starting 05/01/1996 (Torrens Complete)
- Tax parcel ID#'s on deeds starting 08/24/1996
- Tax parcel ID#'s on all doc starting 08/16/1999

#### Homestead Credit

December 15<sup>th</sup> is the deadline to apply for homestead credit for the 2021 payable taxes. Contact the City of Moorhead or Clay County Assessor's Office to get details.

City of Moorhead (218) 299-5258 Clay County (218) 299-5017